



Monday, February 24, 2024

## Request for Proposals

### **Wasatch County Jail Medical Services Director**

Wasatch County Administration Building  
25 N Main St Heber City, Utah 84032

**Open** 2/24/2025 12:00 PM MDT

**Close** 3/12/2025 5:00 PM MDT

### **INTRODUCTION AND BACKGROUND**

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Through this Request for Proposals (RFP), Wasatch County is hereby soliciting professional qualifications from all qualified applicants to provide Medical Director services for the Wasatch County Jail located at 1361 US Highway 40, Heber City, Utah. The Wasatch County Jail is a detention facility for prisoners with medical services provided through the health care unit within the jail and outpatient services in the adjacent Heber Valley Hospital. Responses to this RFP should address the included scope of work and proposal requirements, and may provide any additional relevant information. Wasatch County intends to compare and evaluate all qualifying submissions in order to select the most qualified provider based on proposal content and the proposer's responsiveness to this request for proposals.

Wasatch County anticipates selecting one of the responding firms, but there is no guarantee that any responding firm will be selected. Selection of a firm will be based upon the review of the submitted materials. The County reserves the right to reject any and all submissions.

### **GENERAL PROVISIONS**

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- A. Wasatch County will award a contract in reliance upon the information contained in proposals submitted in response to the RFP. Wasatch County will be legally bound only when and if there is a signed agreement entered into between Wasatch County and the awarded Proposer.
- B. It is vitally important that any person who signs an application or agreement on behalf of a respondent certifies that he or she has the authority to so act. The proposer who has its application accepted may be required to answer further questions and provide further clarification of its proposal and responses.
- C. Receiving this RFP or responding to it does not entitle any entity to participate in services or transactions resulting from or arising in connection with this RFP. Wasatch County shall have no liability to any person or entity under or in connection with this RFP, unless and until Wasatch

County and such person have executed and entered into an agreement pursuant to the terms of this RFP.

- D. By responding to this RFP each responding party acknowledges that neither Wasatch County nor any of its representatives is making or has made any representation or warranty, either express or implied, as to the accuracy or completeness of any portion of the information contained in this RFP. The responding party further agrees that neither Wasatch County nor any of its representatives shall have any liability to the responding party or any of its representatives as a result of this RFP process or the use of the information contained in this RFP. Only the terms and conditions contained in an agreement when, as, and if executed, and subject to such limitations and restrictions as may be specified therein, may be relied upon by the respondent in any manner as having any legal effect whatsoever.

## SCOPE OF WORK

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The selected independent contractor will function as the primary care physician providing and overseeing all medical services within the jail. A Utah physician license without restriction and U.S. DEA license without restriction will be required. Wasatch County intends to negotiate a contract with the selected provider for continued service. This ongoing service will include extensive work in medical coordination, staff and process management, and direct medical service provision.

1. Management: Overseeing the health care unit, ordering medications to be administered by County employed staff, and implementing protocols, including 911 response and suicide prevention protocols.
2. Medical Coordination: Coordination *with* Wasatch County Sheriff's Office nursing and correctional staff, other law enforcement agencies regarding medical clearance for detainees, Wasatch Behavioral Health therapists, and State of Utah mental health staff. In addition, coordinate care with Utah State Prison for urgent medical services required by state detainees. Also, coordination *for* off-site specialty care, behavioral, and mental health services
3. Service Provision: Examine, evaluate, diagnose, and treat detainees on a 24 hour per day basis, including pharmaceutical, laboratory and imaging evaluations, mental health treatment, and physical/speech therapy. Director will act as supervising physician to triage health requests, provide trainings, order emergency transportation, review medical records, and implement a medication assisted treatment (MAT) program.

## PROPOSAL REQUIREMENTS

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1. Application Materials will be accepted via email until 5:00 pm on March 12, 2025. Clarifying information will be sent to all applicants who have expressed interest or asked questions by March 19, 2025. Direct questions and submissions to: Josh Probst  
[joshprobst@wasatch.utah.gov](mailto:joshprobst@wasatch.utah.gov)
2. Submissions should include the following:
  - a) Company name, website (if applicable), and specific contact information.
  - b) Statement of qualifications that includes professional credentials, experience, certifications, and anything else in addressing the above Scope of Work.
  - c) A description of the extent of services offered, including costs to provide those services.

## EVALUATION CRITERIA

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Wasatch County will utilize the following in selecting a contractor:

1. Competence to perform the Scope of Work as reflected by technical training and education, and by direct experience in providing the services outlined herein. (35% score rating)
2. The contractor's history of effective management for similar services. (35% score rating)
3. The best value cost of the offered services. (30% score rating)

Oral interviews may be requested with one or more prospective firms. The decisions of the county's selection committee shall be final and conclusive. This RFP will be awarded to the highest scoring, responsive and responsible vendor meeting the stated requirements.

Wasatch County intends to conduct interviews with applicants identified by a selection committee over the following 14 to 21 days. Final award of the RFP is anticipated to be done at a County Council meeting in April 2025.